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To: Chief, ICAPS
From: Executive for ADM
Subject: Reorganization of ICAPS

18 September 1961

1. The Director is considering changing the statement of functions of ICAPS as indicated below:

- a. Advise the Director on overall problems and policies pertaining to interdepartmental operational coordination and liaison control, and maintain liaison with the National Security Council in connection therewith.
- b. Provide the Director's representation on all IAB ad hoc committees.
- c. Arrange for and supervise interdepartmental coordination in connection with operational planning for the collection, production and dissemination of intelligence and intelligence information, including the participation of appropriate CIA agencies from the inception of such planning.
- d. Control and recommend policies governing operational liaison and initiate external contacts in connection therewith.
- e. Members of ICAPS will maintain constant personal liaison with the departments from which they are detailed to CIA with a view to maintaining a current and complete understanding of the desires of these departments in connection with plans for CIA activities, and to keep these departments constantly informed of the views of the Director in connection with such plans insofar as they pertain to interdepartmental coordination.
- f. Coordinate with the Executive for Administration and Management to insure adequate management service in connection with overall program planning.

2. Please note that this new statement of functions does not include operational supervision of the internal activities of the CIG offices. In this connection it is intended to rescind the instructions requiring ICAP to make quarterly inspections and reports on the activities of the operating offices of CIG.

3. This information is furnished to you in connection with the meeting set up between ICAPS and the Director for 18 September, 1961 which meeting this matter will be discussed.

[Redacted]

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cc: Director of Central Intelligence
cc: Executive Director

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